



**STATE OF TENNESSEE
DEPARTMENT OF HUMAN SERVICES**

CITIZENS PLAZA BUILDING
400 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-1403

TELEPHONE: 615-313-4700 FAX: 615-741-4165
TTY: 1-800-270-1349
www.state.tn.us/humanserv/

PHIL BREDESEN
GOVERNOR

VIRGINIA T. LODGE
COMMISSIONER

September 25, 2008

Dear Child Care Provider:

Earlier this year the General Assembly passed legislation that requires child care agencies to have a personal safety curriculum, including a child sexual abuse component, for children enrolled in the agency and that parents/legal guardians are to be informed about the curriculum, methods and terminology that will be used in teaching children about personal safety.

Child care providers must maintain documentation that parents/legal guardians have been notified of the child sexual abuse/personal safety curriculum being used at the child care agency. A copy of the required Personal Safety Curriculum Notification Form is attached. The form will also be available on the Department's website on the Resources for Providers page under Commonly Requested Licensing Forms:

<http://state.tn.us/humanserv/adfam/ccrpf.htm> The form includes additional information about the new personal safety requirement. Please read the document carefully.

Please note that although "Keeping Kids Safe" is the sample personal safety curriculum offered by the Department, agencies may choose to use another department-recognized curriculum that accomplishes the same goal, and may use different terminology in the curriculum. Regardless of which curriculum is chosen, however, the curriculum must be available for review by the parents/legal guardians.

Finally, the legislation directs the Department to enact this requirement by public necessity rule effective October 1, 2008. Public necessity rules, however, are only temporary and so the Department will also file a notice of rulemaking to officially incorporate these personal safety rules into the current child care rules. Therefore, we will send providers a copy of the public necessity rules and the notice of rulemaking after they are finalized. The public necessity rules and the notice of rulemaking will also be posted on our website:

<http://state.tn.us/humanserv/rules/ruleregs.htm>

Because it is now required by law that child care providers notify parents of the curriculum used in teaching their children, providers must maintain a signed copy of the attached form for each child in their program who receives personal safety instruction. This documentation must be on site and available for review by your Licensing Program Evaluator.

If you require further information, please contact your Program Evaluator.

Sincerely,

Virginia T. Lodge
Commissioner

VTL/dls

Enclosure: Personal Safety Curriculum Notification Form
cc: Child Care Licensing Staff